

# **El Sobrante Municipal Advisory Council**

Mailing address: **3769-B San Pablo Dam Road, ES, 94803**

We meet on: **2<sup>nd</sup> Wednesday** of the Month at **7:00 P.M.**

Location: **Richmond ELKS Lodge #1251**

3931 San Pablo Dam Road, El Sobrante

The ESMAC is an advisory body to the Board of Supervisors

**Chair:** Xina Ash **Vice Chair:** Thomas Lang **Secretary:** Tom Owens

**Members at-large:** Jim Hermann, Andrew Chahrour, Robin Tanner, Dr. Melinda V. McLain

**Alternates:** Joe Sarapochillo, Shirley Rosenthal-Winston

The El Sobrante Municipal Advisory Council (ESMAC) or subcommittees of ESMAC will provide reasonable accommodation for persons with disabilities planning to attend ESMAC meetings or ESMAC subcommittee meetings. Please contact the ESMAC Chair Xina Ash at least 24 hours before the meeting at:

[xa.esmac@gmail.com](mailto:xa.esmac@gmail.com)

Printed agendas are available for review at the El Sobrante Library and at the Sheriff's Annex office. Electronic copies are available for download at: [www.cocobos.org/gioia/elsobrantemac](http://www.cocobos.org/gioia/elsobrantemac)

## **AGENDA for Wednesday, July 10, 2019 7:00 PM**

### **Pledge of Allegiance**

### **Call to Order/Welcome/Roll Call**

### **Approval of Minutes** – Minutes for ESMAC 6-12-2019

### **Treasurer's Report** – James Lyons, District Coordinator, Office of Supervisor John Gioia

### **Introduction of Speakers/Guests/Topics**

#### **P.1** - Presentation by Sheriff's Office, Bay Station Commander, Lt. Joseph Buford

Questions – limit 2 minutes per speaker

#### **P.2** - Presentation by California Highway Patrol

Questions – limit 2 minutes per speaker

#### **P.3** - Presentation by Contra Costa County Fire

Questions – limit 2 minutes per speaker

#### **P.4** - Presentation by James Lyons, District Coordinator for Supervisor John Gioia, monthly report

Questions – limit 2 minutes per speaker

### **Public Comment** – for items not on the agenda.

Limit 2 minutes per speaker

### **Discussions Items** – The Council will consider and act on the following:

Development plan applications, variance reports, building modification requests, appeals etc., received in the previous month from the Contra Costa County Conservation and Development Department and Notices of Public Hearings.

**DI.1 – LP19-2018** Agency Comment Request. Land Use Permit Application. The applicant requests approval of a Land Use Permit/Development plan and Development Plan Modification for a new plant nursery, community coffee shop, gathering space for religious services, and office space

within an existing building. Update: ESMAC Letter of support sent and acknowledged.

**DI.2 – DP17-3048** Revised Development Plan Application. Update: ESMAC Letter of approval to move the application forward sent and acknowledged.

**DI.3 – MS19-0005** Minor subdivision application. Applicant wants to subdivide the property into (4) lots. Update: ESMAC Letter of approval to move the application forward sent.

### **Short Discussion Items**

**SDI.1** - Report from El Sobrante Valley Planning and Zoning Advisory Committee

### **Information Items**

**10.1** – Contra Costa County Zoning Administrator July 01, 2019. No items identified for El Sobrante.

**10.2** – Contra Costa County Local Agency Formation Commission regular meeting July 10, 2019 1:30pm. No items identified for El Sobrante.

### **ESMAC Subcommittees**

**11.1** ESMAC Land Use

**11.2** ESMAC Safety

**11.3** ESMAC Education Programs/ Outreach

### **Announcements:**

### **Agenda Items / Speakers for Upcoming ESMAC Meetings:**

### **Adjournment:**

# **El Sobrante Municipal Advisory Council**

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We meet on: **2<sup>nd</sup> Wednesday** of the Month at **7:00 P.M.**

Location: **Richmond ELKS Lodge #1251**

3931 San Pablo Dam Road, El Sobrante

## **Minutes for Wednesday, June 12, 2019**

**7:00 PM**

### **Pledge of Allegiance**

### **Call to Order/Welcome/Roll Call**

### **Approval of Minutes** – Minutes for ESMAC 5-08-2019

- minutes approved by MM and second by TL

### **Treasurer's Report** – James Lyons, District Coordinator, Office of Supervisor John Gioia

### **Introduction of Speakers/Guests/Topics**

#### **P.2** - Presentation by Sheriff's Office, Bay Station Commander, Lt. Joseph Buford

- Zero tolerance with loitering and homeless.

#### **P.3** - Presentation by California Highway Patrol

- Group discussions held - Sidewalk parking on Barranca St. is still a major issue. JL advised citizens to contact him to potential support a discussion with the Traffic Engineer.

#### **P.4** - Presentation by Contra Costa County Fire

- Not present

#### **P.5** - Presentation by Consuelo Lara, Board Member West Contra Costa Unified School District (WCCUSD), regarding the new trustee area election process.

- Rescheduling presentation

#### **P.5** - Presentation by Nabila Sher – Alcohol, Marijuana, and Prescription Drug (AMPD)

Coalition Coordinator with Bay Area Community Resources (BACR). Ms. Sher and youth will be presenting on marijuana and prescription drug abuse.

- Overview provided on how to identify Alcohol, Marijuana, and Prescription Drug in different forms as well as provided data on abuse.

#### **P.6** - Presentation by Non-profit partners, Mira Vista United Church of Christ and Planting Justice share their plans for 5166 Sobrante Avenue, the site of the former Adachi nursery.

- Update on progress of the Good Table shared including overview of offerings that include a counter service café and nursery.

#### **P.7** - Presentation by James Lyons, District Coordinator for Supervisor John Gioia, monthly report

- Notice sent to the property owners regarding the Gap Closure project that will take place during late June through mid-August
- NIOT Visibility Action against the swastika installment at a private residence being held 6/20/19 at Appian and San Pablo Sam Road. JG to be present.
- PG&E will have power outages when wildfires are present

### **Public Comment** – for items not on the agenda.

- WCWD – announced Cesar Zepeda has been appointed to the Board of Directors.

### **Discussions Items** – The Council will consider and act on the following:

Development plan applications, variance reports, building modification requests, appeals etc., received in the previous month from the Contra Costa County Conservation and Development Department and Notices of Public Hearings.

**DI.1 – LP19-2018** Agency Comment Request. Land Use Permit Application. The applicant requests approval of a Land Use Permit/Development plan and Development Plan Modification for a new plant nursery, community coffee shop, gathering space for religious services, and office space within an existing building.

- ESMAC made motion to write a letter in support

**DI.2 – DP17-3048** Revised Development Plan Application

- The ESMAC unanimously voted that the application should move fwd accordingly and we support the approach the County is taking in requiring the shed modifications.

**DI.3 – MS19-0005** Minor subdivision application. Applicant wants to subdivide the property into 4 lots.

- The ESMAC unanimously agrees that the application should move fwd accordingly where the applicant is seeking to subdivide the property into (4) parcels. We understand that the applicant will have to follow all County requirements should the application be approved.

### **Short Discussion Items**

**SDI.1** - Report from El Sobrante Valley Planning and Zoning Advisory Committee

- Mtg moved to 6/13/19

**SDI.2** - Citizens for a Greener El Sobrante (C4AGES) invites you to participate their 4th annual clean-up event at the San Pablo Reservoir. Saturday June 22nd, 9AM to 1PM

### **Information Items**

**10.1** – County Planning Commission meeting held May 22, 2019. No items identified for El Sobrante.

**10.2** – Contra Costa County Zoning Administrator May 20, 2019. No items identified for El Sobrante.

**10.3** – Spawners - Volunteer Work Party - Saturday June 15, 2019 from 9:30am-noon  
Wilkie Creek Restoration Site, 4805 Santa Rita Road in Richmond. Meet at the Wilkie Creek restoration site to learn about native plant gardening and help us restore this beautiful creekside park! No experience necessary. People with all levels of experience are welcome. Please wear sturdy shoes, comfortable work clothes, and bring a water bottle. SPAWNERS will provide tools, gloves, and snacks.

### **ESMAC Subcommittees**

**11.1** ESMAC Land Use

**11.2** ESMAC Safety

**11.3** ESMAC Education Programs/ Outreach

### **Announcements:**

### **Agenda Items / Speakers for Upcoming ESMAC Meetings:**

### **Adjournment:**

# CONTRA COSTA COUNTY ZONING ADMINISTRATOR

MONDAY, JULY 1, 2019

30 MUIR ROAD  
MARTINEZ, CA 94553

\*\*\*1:30 P.M.\*\*\*

NOTICE: The Zoning Administrator may alter the order of agenda items at the meeting.

The Community Development Division of the Department of Conservation and Development will provide reasonable accommodations to those persons needing translation services and for persons with disabilities who wish to participate in Zoning Administrator meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 674-7792.

1. PUBLIC COMMENTS:

2. LAND USE PERMIT: PUBLIC HEARING

- 2a. RICHARD LARSON (Applicant) - THE DOUBLE AA CORPORATION (Owner), County File #LP18-2011: The applicant is requesting approval of a land use permit and development plan to establish a new convenience store within a portion of the existing Valero gas and service station, and construct a 1,087-square-foot addition for a self-serve car wash, cooler box and utility room. The project also includes a deviation to the Montalvin Manor Development Standards for 8 parking spaces (where 10 are required). The subject property is located at 16400 San Pablo Avenue in the San Pablo area. (Zoning: Planned Unit Development (P-1) District) (APN: 403-211-001) GF Staff Report

3. DEVELOPMENT PLAN: PUBLIC HEARING

- 3a. SHERMAN ARCHITECTURE (Applicant) - JASON SINGER & CINDY ZEDECK (Owners), County File #DP19-3002: The applicant requests approval of a Development Plan/Kensington Design Review for the purpose of converting a 792 square-foot area of crawlspace into living space at the rear of an existing single family residence. The conversion is located entirely within the envelope of the existing single-family residence. Project elements visible from the exterior include new windows, doors, and a new entry stairway at the rear yard. The conversion will result in a gross floor area of 4,495 square feet, which exceeds the 3,500 square-foot threshold for this parcel. Lastly, the proposed crawlspace conversion requires the approval of a variance for the resulting three-story condition, where 2.5 stories is the maximum allowed by ordinance. The property is located at 34 Lam Court in the Kensington area. (Zoning: R-6 Single-Family Residential, Tree Obstruction of Views Combining District, Kensington Combining District) (Assessor's Parcel Number: 572-012-020) AV Staff Report

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, JULY 15, 2019.

Staff reports prepared for hearing items may be obtained by calling the Community Development Division at (925) 674-7792 or by visiting our office at 30 Muir Road, Martinez, California. Environmental Impact Reports have been prepared for each of the agenda items indicated by an asterisk (\*).

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Community Development Division to the Zoning Administrator less than 72 hours prior to that meeting are available for public inspection at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours.

Recordings of this hearing are available for reviewing or copying purposes at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours. We are open continuously from 7:30 a.m. to 5:00 p.m. Monday through Thursday and 7:30 a.m. to 4:00 p.m. on Friday. Advance arrangements may be made by calling (925) 674-7205.



## **NOTICE AND AGENDA FOR REGULAR MEETING**

DATE/TIME: Wednesday, July 10, 2019, 1:30 PM

PLACE: Board of Supervisors Chambers  
651 Pine Street, Martinez, CA 94553

**NOTICE IS HEREBY GIVEN** that the Commission will hear and consider oral or written testimony presented by any affected agency or any interested person who wishes to appear. Proponents and opponents, or their representatives, are expected to attend the hearings. From time to time, the Chair may announce time limits and direct the focus of public comment for any given proposal.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by LAFCO to a majority of the members of the Commission less than 72 hours prior to that meeting will be available for public inspection in the office at 651 Pine Street, Six Floor, Martinez, CA, during normal business hours as well as at the LAFCO meeting.

All matters listed under CONSENT ITEMS are considered by the Commission to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Commission or a member of the public prior to the time the Commission votes on the motion to adopt.

For agenda items not requiring a formal public hearing, the Chair will ask for public comments. For formal public hearings the Chair will announce the opening and closing of the public hearing.

If you wish to speak, please complete a speaker's card and approach the podium; speak clearly into the microphone, start by stating your name and address for the record.

### **Campaign Contribution Disclosure**

If you are an applicant or an agent of an applicant on a matter to be heard by the Commission, and if you have made campaign contributions totaling \$250 or more to any Commissioner in the past 12 months, Government Code Section 84308 requires that you disclose the fact, either orally or in writing, for the official record of the proceedings.

### **Notice of Intent to Waive Protest Proceedings**

In the case of a change of organization consisting of an annexation or detachment, or a reorganization consisting solely of annexations or detachments, or both, or the formation of a county service area, it is the intent of the Commission to waive subsequent protest and election proceedings provided that appropriate mailed notice has been given to landowners and registered voters within the affected territory pursuant to Gov. Code sections 56157 and 56663, and no written opposition from affected landowner or voters to the proposal is received before the conclusion of the commission proceedings on the proposal.

### **American Disabilities Act Compliance**

LAFCO will provide reasonable accommodations for persons with disabilities planning to attend meetings who contact the LAFCO office at least 24 hours before the meeting, at 925-335-1094. An assistive listening device is available upon advance request.

**As a courtesy, please silence your cell phones during the meeting.**



## **JULY 10, 2019 CONTRA COSTA LAFCO AGENDA**

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. **Introduction of New LAFCO Employee**
4. Adoption of Agenda
5. Public Comment Period (please observe a three-minute time limit):  
Members of the public are invited to address the Commission regarding any item that is not scheduled for discussion as part of this Agenda. No action will be taken by the Commission at this meeting as a result of items presented at this time.
6. Approval of minutes for the June 12, 2019 regular LAFCO meeting

### **OUT OF AGENCY SERVICE REQUESTS**

7. ***LAFCO 19-03 – City of Martinez – 1052 Plaza Drive*** – consider a request by City of Martinez to extend municipal water service outside its jurisdictional boundary to one parcel (APN 375-311-028) located at 1052 Plaza Drive in unincorporated Martinez; and consider related actions per the California Environmental Quality Act (CEQA)

### **SPHERE OF INFLUENCE (SOI) AMENDMENTS/CHANGES OF ORGANIZATIONS**

8. ***LAFCO 18-03 – SOI Amendments – City of Richmond (reduce) and City of El Cerrito (expand)*** – consider removal of Assessor Parcel Number (APN) 509-110-017 from the City of Richmond's SOI and adding the same parcel to the City of El Cerrito's SOI. The property comprises 0.07± acres and is located on Jefferson Avenue in the City of Richmond. The Commission will also consider related actions per CEQA **Public Hearing**
9. ***LAFCO No. 19-02 – McCauley Annexation to East Contra Costa Irrigation District (ECCID)*** - consider annexing two parcels (APNs 057-060-014 and -015) to ECCID. The area comprises 40± acres and is located at 7901 and 7921 Deer Valley Road in the City of Antioch. The Commission will also consider related actions under CEQA **Public Hearing**
10. ***LAFCO 18-06 – Chang Property Reorganization: Annexations to City of San Ramon, Central Contra Costa Sanitary District, and East Bay Municipal Utility District and Detachment from County Service Area P-6*** – consider landowner's request for extension of time to record the boundary reorganization

### **BUSINESS ITEMS**

11. ***Contra Costa LAFCO Policies*** – receive information regarding LAFCO's policies relating to meeting minutes and provide comments and direction
12. ***Lease Agreement for LAFCO Office Space*** - approve a lease agreement with Contra Costa County for office space at 40 Muir Road in Martinez
13. ***2019 “City Services” Municipal Services Review (MSR)/Sphere of Influence (SOI) Updates*** – approve corrections to the MSR/SOI resolutions for the cities of Hercules and Pinole and the Town of Discovery Bay Community Services District
14. ***Special District Risk Management Authority (SDRMA) Board Election*** – receive information and appoint an ad hoc committee to review candidates and make recommendations to the Commission
15. ***Legislative Report – Update and Position Letters*** – receive a legislative update
16. ***Farewell to Kate Sibley – Executive Assistant/LAFCO Clerk***

### **INFORMATIONAL ITEMS**

17. Commissioner Comments and Announcements
18. Staff Announcements
  - Pending Projects
  - Newspaper Articles
  - CCCERA Correspondence

### **ADJOURNMENT**

*The next regular LAFCO meeting is August 14<sup>th</sup>, 2019 at 1:30 pm.*

LAFCO STAFF REPORTS AVAILABLE AT [http://www.contracostalafco.org/meeting\\_archive.htm](http://www.contracostalafco.org/meeting_archive.htm)